



RECORDS REQUESTS

If you are requesting workers' compensation records on an individual, the Division of Industrial Accidents will pull Workers' Compensation records when we have the necessary documentation and required authorization to pull the records. The Utah Labor Commission workers compensation records are classified as "private" per the Government Records Access and Management ACT (GRAMA). The Commission records are not subject to the HIPAA rules.

Necessary documentation:

1. Form 205 - Authorization to Release Industrial Accidents Records
This is the form to use to request Industrial Accident Records as it contains all the necessary information and must be signed and notarized. This form can be found on this Web site under Industrial Accidents Division and then under FORMS. Other release forms can be used but must contain the required information. **All release forms must be Dated and Notarized no more than 90 days before the date of the request.**
2. Along with the Notarized Release, a fee of **\$15.00 must be received before a records search is conducted.** After the records are pulled, our Form 203 will be sent with the copy charge of .50 per document, and the amount must be paid before documents are mailed.
3. Any employer, or third party firm requesting information on behalf of an employer, must include a conditional job offer with the employers name listed and signed by a representative of the employer.

Utah Labor Commission, Industrial Accidents Division does not have CLAIM PAYMENT INFORMATION since we do not pay out on the claims. The insurance carrier that paid out on the claim(s) would be the entity that would have payment information.

Thank you.